

Pregnancy Maintenance Initiative (PMI) 2015-2016

Date Generated: 03/13/2015

Wyandotte Pregnancy Clinic

Period: 07/01/2015 - 06/30/2016

Filter(s): Wyandotte Pregnancy Clinic

Grouping A - Administration and Management

Goal: A.1 - Capacity building and accountability

Status: 0% Complete

Attachments: WPC 501c3 letter; WPC org chart - PMI

Attach proof of Non-Profit Status (501(c)(3))

List staff names, positions and email addresses.: Name Position email address Geraldine Jones Counselor/Volunteer Coordinator office@wpcnetwork.org Leslie Bosslet Counselor/Volunteer Coordinator volunteer@wpcnetwork.org Jill Schnitzel Counselor jschnitker@wpcnetwork.org Christy Vandeputte Data Entry / Accounts Payable no email Kim Brown, LMSW Resource Manager resource@wpcnetwork.org Donna Kelsey Executive Director dkelsey@wpcnetwork.org Cindy Smith Sonographer sono@wpcnetwork.org

Summarize your staff management plan to include verification of staff licensure, staff orientation, performance appraisal process and professional development plan.: Staff Management Plan:

New Staff Orientation:

Study literature and client files to understand demographic and life situations of clients.

Complete self-paced training requirements which include counseling, documentation and listening skills.

Watch videos used to educate clients on prenatal, parenting, and life skills.

Meet with Resource Manager (licensed case manager) to better understand that role.

Observe and shadow phone calls and client visits until ready to become a lay counselor.

Two weeks working and being observed or until ready to on lay counsel alone.

Performance Appraisal

First day meet and see how day went

End of first week do verbal review

End of First Month do verbal review

End of 90 days do written review

End of First 6 months do written review

End of First year do written review

Staff is then reviewed when necessary or on yearly basis at this point.

Professional Development Plan

Self-paced training ongoing basis with in-house materials.

Staff training on special topics done on weekly basis.

Attend community workshops by partnering organizations to enhance knowledge.

Attend conferences pertaining to pregnancy maintenance.

A current copy of the license is kept on file for each licensed staff member.

Attach an Organizational Chart in the attachment section above

Did you attach an Organizational Chart in the attachment section?: Yes

Strategy: A.1.1 - Build internal capacity

Status: 0% Complete

Requirement: A.1.1.1 - Attend annual meeting/training provided by KDHE

Status: 0% Complete

Requirement: A.1.1.2 - Provide orientation and training of new staff

Status: 0% Complete

Requirement: A.1.1.3 - Develop a method for recruiting selecting, and training staff Status: 0% Complete
Strategy: A.1.2 - Communicate and coordinate local work with State staff Status: 0% Complete
Requirement: A.1.2.1 - Submit Affidavit of Expenditures and Client Demographic Summary quarterly Status: 0% Complete
Requirement: A.1.2.2 - Submit Narrative Report mid-year (for first six months) and annually (for 12 month period) Status: 0% Complete
Requirement: A.1.2.3 - Participate in site visits and technical assistance calls as requested by the State Status: 0% Complete
Goal: A.2 - Program evaluation Status: 0% Complete Attachments: WPC client satisfaction survey Summarize your program evaluation methods to include how you will expand services to meet community needs.: We use evidence-based methods to evaluate our program. We maintain a PMI client database for tracking who we are reaching demographically, and many client activities and results. For example, we track that the client has established a doctor relationship for her pregnancy and is keeping appointments. As an additional example we track the steps clients take to complete goals. We continually work to expand our outreach to the community. We conduct our marketing via Facebook, two websites, billboards, Every Door Direct Marketing, Yellow Pages, churches, etc. Mid-year in 2014 a local Kansas City, Ks abortion clinic closed as did a local Kansas City, Ks pregnancy clinic. We are now the only pregnancy clinic located in Wyandotte County. We aggressively marketed to the community when these closings occurred. As a result, we have experienced significant growth and our client workloads have double and tripled over previous year periods. Estimate the total number of women to be served during the grant period.: We estimate our client workloads during the grant period as follows: Assuming a \$60,000 grant award - we estimate serving 60 PMI clients. This reduction in clients from our full first year PMI grant case load (over 100 clients) is due to the existing case load of PMI clients carrying over to the new budget period. Assuming an \$100,000 grant award (for which we are applying) - we estimate serving 100 PMI clients. Attach a Client Satisfaction Survey in the attachment section above Did you attach a Client Satisfaction Survey in the attachment section?: Yes
Strategy: A.2.1 - Develop a program assessment process to ensure services are provided as proposed Status: 0% Complete
Requirement: A.2.1.1 - Develop and use a client satisfaction survey Status: 0% Complete
Requirement: A.2.1.2 - Develop and maintain program policies and procedures that are based on program standards and guidelines. Status: 0% Complete
Strategy: A.2.2 - Create and maintain a functioning advisory group Status: 0% Complete
Requirement: A.2.2.1 - Composition of the advisory group will reflect the community (race, ethnicity, SES) Status: 0% Complete
Requirement: A.2.2.2 - Regular meetings will be held and minutes of the meeting kept Status: 0% Complete

Grouping B - Data and Information

Goal: B.1 - Measure program impact**Status:** 0% Complete

How will you measure effectiveness of services, interventions and referral networks?: Our case manager tracks and follows through with clients to insure they are completing goals and meeting with the referrals we have given them. Clients are asked if they were helped by the referral organizations and our case manager follows up with the referral organizations.

How will you ensure services provided are those needed by clients?: Services received are compared to client goals to make sure identified needs are met. Clients are asked by our case manager as to whether the services provided by the referral organizations were beneficial. Our case manager also ensures that clients are receiving needed services.

Strategy: B.1.1 - Develop an evaluation tool to measure program effectiveness**Start Date:** 07/01/2015**End Date:** 06/30/2016**Status:** 0% Complete**Requirement: B.1.1.1 - Gather and use data to plan and evaluate interventions and referral networks****Status:** 0% Complete**Requirement: B.1.1.2 - Gather and use data to assess program impact****Status:** 0% Complete**Grouping D - Interventions to Improve Public Health****Goal: D.1 - Provide services to enable pregnant women to carry their pregnancies to term****Status:** 0% Complete

Describe services to be provided to pregnant women that will enable them to carry their pregnancies to term.: We provide a limited sonogram, pre-natal vitamins, and education in the actions/choices they need to make and follow during their pregnancy. We provide these services through our program, Women of Worth, meeting with clients on a weekly basis, all at no charge to our clients. By attending these meetings they earn points to use on baby items, personal hygiene items, maternity clothing and other personal items. Besides the above benefits they also receive the personalized service of our case manager. We plan to add a bilingual counselor to better address the needs of our Hispanic clients.

Describe the adoption services and pregnancy education to be provided as part of the program.: When a client is interested in adoption we have a referral adoption agency meet with our client at our location for their first meeting. We then coordinate with that agency on how to structure our program to fit the birth mother's needs to ensure a healthy pregnancy. We also use some literature that helps the client consider and possibly choose the adoption option. We have taken training from an adoption agency so that we can address this decision better.

After the confirmation of pregnancy our program consists of the sonogram, visit with case manager, then one on one classes using videos, written information, questionnaires, and homework about the topic for that meeting. The program consists of education on the progression of the pregnancy and any needs that may come up during the meeting. We also cover the fetal development and labor and delivery process.

We have also recently purchased the March of Dimes "Becoming a mom" program to incorporate into our education.

Estimate number of pregnant women to be served in grant period.: 100 at \$100,000 grant request

Strategy: D.1.1 - Assure that no individuals unable to pay will be denied pregnancy maintenance services**Status:** 0% Complete**Requirement: D.1.1.1 - Have on file written protocols that clearly outline how the local pregnancy maintenance services are to be implemented****Status:** 0% Complete**Strategy: D.1.2 - Adoption services and pregnancy education will be part of the program****Status:** 0% Complete**Requirement: D.1.2.1 - Case managers to attend adoption training class****Status:** 0% Complete

Requirement: D.1.2.2 - Provide plan for providing adoption as an option

Status: 0% Complete

Requirement: D.1.2.3 - Provide adequate resources and referrals

Status: 0% Complete

Goal: D.2 - The program shall not perform, promote or refer for education in favor of abortion.

Status: 0% Complete

Can you provide assurances that the program will not perform, promote or refer for education in favor of abortion?: Yes

Select all counties to be served below

County: Johnson; Leavenworth; Wyandotte

Strategy: D.2.1 - Provide assurances

Status: 0% Complete

Grouping E - Communications and Promotions

Goal: E.1 - Increase public awareness of services and generate buy in

Status: 0% Complete

How will you promote your Pregnancy Maintenance Initiative (PMI) services to the community?: We conduct our marketing via Facebook, two websites, billboards, Every Door Direct Marketing, Yellow Pages, brochures, posters, mailings, etc. We also network with schools, churches and other community organizations. We advise our community partners of our PMI services.

What are your planned outreach activities?: We will continue to reach out to churches, schools and other community organizations. One of our recent outreach efforts was to attend the KDHE Northeast Regional Partner Meeting in February 2015. We established new contacts with agencies that we met there and we expect increased collaboration with several of those agencies.

Strategy: E.1.1 - Promote services to community

Status: 0% Complete

Strategy: E.1.2 - Planned outreach activities

Status: 0% Complete

Strategy: E.1.3 - Target and recruit clients

Status: 0% Complete

Grouping F - Partnerships

Goal: F.1 - Collaborative partnerships with community providers

Status: 0% Complete

Who are your key community partners and their role in providing PMI-related services?: Key Community partners:

Connections – provides services needed by clients outside of pregnancy needs that we provide.

Metro Lutheran – provides help in obtaining housing, employment and financial aid.

Catholic Charities - adoption services and other support services.

Doctors, including our medical director, Dr. Branden Mitchell – referrals for pregnancy care.

When referring for services outside the program, what are the processes for initial referrals and for follow-up after referral?: Referral Process:

Our licensed case manager meets with the client to identify needed referrals and places them with agencies best suited to their needs. Some of our referrals are passive referrals because we hear nothing back from the referred agency. Many of our referrals are active referrals with ongoing contacts by phone calls, emails and possible visits with the referred agency. Our case manager meets with our clients to assess whether the referrals were beneficial to them.

Strategy: F.1.1 - Build and maintain local partnerships

Status: 0% Complete

Requirement: F.1.1.1 - Develop and maintain collaborative partnerships with community providers of related services

Status: 0% Complete

	Requirement: F.1.1.2 - Develop referral sources for related services
	Status: 0% Complete
	Requirement: F.1.1.3 - Track referrals made and outcomes of those referrals
	Status: 0% Complete